

LUNENBURG PLANNING BOARD TOWN OF LUNENBURG

Joanna L. Bilotta-Simeone, Chair
Nathan J. Lockwood, Vice-Chair
Damon McQuaid, Clk.
Kenneth Chenis, Mbr.
Matthew Allison, Mbr.



Tel: (978) 582-4147, ext 5
Fax: (978) 582-4353
960 Massachusetts Avenue
Lunenburg, MA 01462

Adam R. Burney
Land Use Director

Minutes
December 22, 2014

Meeting Posted: Yes

Place: Town Hall, 17 Main Street, Lunenburg, MA

Time: 6:30 PM

Present: Joanna L. Bilotta-Simeone, Nathan J. Lockwood, Damon McQuaid, Kenneth Chenis, Matthew Allison, Adam R. Burney

ANR- Mahoney Family Trust and Steven Mastrangelo, 26/30/34 Laurel Lane, James E. Gaffney Co.- Plan presented by James E. Gaffney Co. Purpose is to divide house no. 30 (Lot 2) and 34 (Lot 1) which are located on one lot. The remaining land (dogleg parcel) is not considered a building lot. A Zoning Board of Appeals (ZBA) dimensional variation was approved December 10, 2014 for the creation of Lots 1 and 2. ZBA Decision will have to go through the 20-day appeal period. Both existing houses are on Town sewer. Plan will be distributed for department/commission/board review.

ANR- Szocik Revocable Family Trust, 545 Massachusetts Avenue: Plan was not endorsed by the Board. An old septic system is located on both properties and the applicant has to submit a Title 5 inspection under 310CMR15.010(2) indicating that both properties are in compliance. As the Board does not meet again until January 12, 2015 that would take the ANR Plan past the statutory 21 days for Board action from its December 8, 2014 submittal. A. Burney has spoken with the applicant's engineer who is working towards the Title 5 compliance. Once that is obtained, the applicant can resubmit the ANR. Motion N. Lockwood to deny endorsement, but waive filing fee upon resubmittal, Second, D. McQuaid, all aye. A. Burney to notify applicant.

MINUTES APPROVAL:

12/8/14, Motion, N. Lockwood, Second, D. McQuaid, minutes signed.

COMMITTEE REPORTS:

MRPC, J. Bilotta-Simeone- Has not met since last Board meeting.

Capital Planning Committee, J. Bilotta-Simeone- Committee toured THMS to look at roofing, new flooring, and moving district office from TC Passios to THMS. Committee will be meeting January 6th to continue prioritization.

School Building Committee, N. Lockwood- Prior discussion as to a parking lot being considered north of TC Passios to offset what the school thought they might lose with the Passios is no longer being considered. A. Burney noted that the school won't be creating the ANR parcel until the new school is open and operating; the School Committee and School Superintendent are currently working on a conceptual line and sketch. A. Burney noted that TC Passios won't be declared surplus until the new school is operational and that once it is declared surplus the school ceases to have control and it reverts back to the Town. Board members would like a joint meeting with the Board of Selectmen, School Committee, and Planning Board. A. Burney noted that the meeting should be between the School Committee and Building Reuse Committee and not the Planning Board; interested Planning Board members should attend a School Committee Meeting. Board would like a formal request to go to the School Committee as to the intent of the line.

Open Space Ad Hoc Committee, N. Lockwood- No meeting.

Building Reuse Committee, D. McQuaid- No meeting since last Board meeting. J. Bilotta-Simeone questioned the district office being located within a Town building instead of THMS. D. McQuaid noted that question was previously raised, but it is not an active part of what the Committee is analyzing.

MJTC, K. Chenis- Next meeting 1/21/15.

Agricultural Commission, M. Allison- Meeting held 12/18/14 with a good turnout. Some progress made with discussion of a year-round market; positive feedback.

NEW BUSINESS/DEVELOPMENT STATUS REPORTS:

White Tail Crossing- Planning Board needs to submit a report to the Board of Selectmen for the layout hearing on the metes and bounds of the right of way. Outstanding Issues have been resolved with loam and seeding to take in the spring. N. Lockwood Motion to send report to the Board of Selectmen in favor of layout, Second, D. McQuaid, all aye.

Whites Woods, Massachusetts Avenue- no report

Highfield Village- no report

Definitive Subdivision, 50 Elmwood Road- no report

909 Massachusetts Avenue- Board Decision filed with Registry.

Tri Town Landing- no report

MS/HS Project- no report

Emerald Place at Lake Whalom- no report

Force Corporation, 305 Leominster Shirley Road- no report

ACTION FILE:

Housing Production Plan (HPP)- Board of Selectmen approved the draft HPP with the addition of Select Board member P. Bertram's comments, which A. Burney noted to the Board. A. Burney to send P. Bertram's comments to the Board. Board members will take a vote at their January 12, 2015 meeting as to the HPP being sent to the state.

Village District Bylaw- Continued discussion. Draft 5 reviewed.

Preamble added

Purpose – no change

2. Establishment – no change

3. Definitions – Bed & Breakfast- change a) to read- "The dwelling is owner occupied".

4. Authority – no change

5. Use Provisions

➤ 7) and 8)- change 2,500 to 5,000

➤ C.2) – it was noted that some retail operations in Town are more than 5,000 square feet; A. Burney noted that individuals can go before the Zoning Board of Appeals for dimensional variation. Change "individual floor" to read "individual retail operation".

➤ add B. 9)- "commercial uses with more than 5,000 square feet"

➤ Board discussion regarding "single family homes" in B.1) and C.1) – will get resident feedback at public meetings.

➤ 1)- add "containing less than 5,000 square feet"

6. Dimensional Requirements – A.- "interior setback" change from 20 to 10 feet.

7. Parking Requirements

➤ Bed & Breakfast- add in staff parking

➤ Artists Space- change "1 parking space per dwelling unit" to "2 parking spaces per dwelling unit"

➤ Private Club- change to "1 parking space per 4 seats"

➤ A.1)- edit to note that if bicycle racks are included up to (50%) of the requirements...may be waived...

8. Design Standards – no change

Signs – no change

Site Design – no change

9. Village District Campus Developments – change to Village Center District Campus Developments

9.1)(a) – N. Lockwood questioned the 60% transparency. K. Chenis noted that it applies to campus construction of new buildings.

A handout will be available at Town Meeting for the residents to understand the various iterations the Village Center District has gone through prior to Town Meeting. Once the proposed bylaw has been finalized it will be uploaded to the Town's web. J. Bilotta-Simeone requested notice be sent to owners of all parcels within the proposed district referring them to the Town's website.

A. Burney will add to the special permit section by laying out the criteria. Draft 5 will be updated with final edits for the Board's January 12, 2015 meeting. The January 26th meeting will emphasize a listening session for the citizens with notices being sent to all parcel owners within the proposed district.

Select Board members Robert Ebersole and Paula Bertram voiced their concern with unintended consequences, e.g., 60% transparency; photos should be available showing 60% transparency noting that depending on the situation, it could be either desirable or undesirable, yet still meet the standards. Could the demolition delay bylaw be strengthened? A. Burney noted that the Historical Commission is working on an architectural preservation district in the hopes that it will be placed on the May 2015 Town Meeting warrant. The Historical Commission will provide its initial draft to A. Burney for input.

322 Flat Hill Community Solar- Appeal period concluded with no appeal filed. Decision needs to be filed with Registry.

Scenic Road- no report

250 Whalom Road, Whalom Luxury Apartments- Zoning Board of Appeals approved project. Decision being finalized with Counsel. Agreement with Board of Selectmen on privilege fee.

Master Planning- Economic Development Element- no report

40 Leominster Shirley Road- no report

MEETING SCHEDULE:

January 12, 6:30 PM, Town Hall

January 26, 6:30 PM, Town Hall

BOARD COMMENT:

K. Chenis noted that when meetings are televised, make sure no copyright material is used.

J. Bilotta-Simeone noted that Lunenburg Flowers and Gifts just opened.

ADJOURNED: 9:06 PM

Documents used at meeting:
ANR, 26/30/34 Laurel Lane
ANR, 545 Massachusetts Avenue
Minutes 12-08-14
Draft Housing Production Plan
Draft Village District Bylaw